

AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF SUGAR LAND, TEXAS

AGENDA OF 08/03/04 DEPARTMENT OF ORIGIN: FIRE DEPT/OEM REQ. NO. VII-A

DATE SUBMITTED: JULY 22, 2004

PREPARED BY: RAUL TREVINO

SUBJECT: SUBRECIPIENT AWARD FOR 2004 STATE HOMELAND SECURITY PROGRAM (SHSP) GRANT ADMINISTERED THROUGH TEEK (TEXAS ENGINEERING EXTENSION SERVICE) FOR A TOTAL OF \$56,990.00.

PROCEEDING: AUTHORIZE ACCEPTANCE OF THE TERMS OF THE AGREEMENT AND SIGN THE SUBRECIPIENT AGREEMENT

**CLEARANCES: FIRE CHIEF, DANNIE SMITH *D. C. Smith*
ASSISTANT FIRE CHIEF/EMC, RAUL TREVINO *R.T.*
DIRECTOR OF FINANCE/ADMINISTRATION *cm***

**EXHIBITS: TEEK Letter Of Award Nomination
Notice Of Subrecipient Award Number 2004-SHSP-70808
2004 Texas State Homeland Security
Program Grant Special Conditions**

APPROVED FOR SUBMITTAL: CITY MANAGER *Allen Bogan*

EXPENDITURE REQUIRED: \$0.00

AMOUNT BUDGETED: \$0.00

APPROPRIATION REQUIRED: \$0.00

EXECUTIVE SUMMARY:

The Office of Domestic Preparedness, developed after 09/11/01, is providing funding for local jurisdictions through the regional Council of Governments (COG), Houston-Galveston Area Council (H-GAC). The FY 2004 State Homeland Security Program (SHSP) grant provides funds for homeland security and emergency operations planning; the purchase of specialized equipment to enhance the capability of local agencies to prevent, respond to, and mitigate incidents of terrorism involving the use of chemical, biological, radiological, nuclear, and explosive (CBRNE) weapons and cyber attacks.

The acceptance of this grant allows the City to fund interoperable communications equipment. Please reference the attached Letter of Transmittal and the Subrecipient Award for a full description of the conditions or limitations attached to acceptance of this grant. Staff has reviewed the special conditions and found all terms and conditions to be acceptable.

RECOMMENDED ACTION

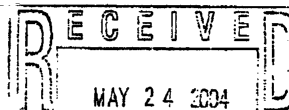
Staff recommends acceptance of the grant award.



TEXAS ENGINEERING EXTENSION SERVICE

John B. Connally Building • 301 Tarrow • College Station, Texas 77840-7896
Phone (979) 458-6815 • Fax (979) 458-6927 • www.teex.com

cc D. Smith
R. Trevino
AWB



May 21, 2004

The Honorable David Wallace
P.O. Box 110
Sugar Land, TX 77487-0110

Dear Mayor Wallace:

I am pleased to inform you that the City of Sugar Land has been nominated for a State Homeland Security Program sub-grant of \$56,990.00. This funding is from a U.S. Department of Homeland Security, Office for Domestic Preparedness Grant awarded to the State of Texas.

Your award is subject to conditions included in the sub-recipient agreement that will be sent to your designated point of contact. Receipt of funding is contingent upon your signing and returning the sub-recipient agreement indicating your acceptance of its terms and conditions.

The Texas Engineering Extension Service (TEEX) serves as the State Administrative Agency for this grant and will work with your jurisdiction and your Council of Governments to assist you in utilizing the grant.

The sub-recipient agreement will be sent to Mr. Raul Trevino between May 24 and May 27, 2004. If you have any questions, or require further information regarding this award, please do not hesitate to contact Charles Todd, TEEX Director of Domestic Preparedness, at (979) 458-6815.

Sincerely,

G. Kemble Bennett, Ph.D., P.E.
State Administrative Agency
State Homeland Security Program



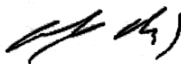
A Member of The Texas A&M University System

P. 3

281-275-2657

Sugar Land Emergency Mana

JUL 30 04 09:06a

TEXAS ENGINEERING EXTENSION SERVICE STATE HOMELAND SECURITY GRANT PROGRAM		NOTICE OF SUBRECIPIENT AWARD FOR City of Sugar Land	
1. RECIPIENT NAME AND ADDRESS Mr. Raul Trevino P.O.Box 110 Sugar Land, TX 77487		4. AWARD NUMBER: 2004 SHSP - 70808 5. PROJECT PERIOD: FROM DEC 1, 2003 – NOV. 30, 2005 BUDGET PERIOD: FROM DEC 1, 2003 – NOV. 30, 2005	
1A. GRANTEE IRS/VENDOR NO. 17460274917		6. AWARD DATE June 4, 2004	7. ACTION Initial Award
		8. CFDA NUMBER: 97.004	
		9. AMOUNT AWARDED AS A BASE GRANT: \$56,990.00	
3. GRANT TITLE 2004 STATE HOMELAND SECURITY PROGRAM		10. AMOUNT AWARDED FROM REGION: \$0.00	
3A. Grant award number to TEE: 2004-GE-T4-0015		11. TOTAL SUBRECIPIENT AWARD (9+10): \$56,990.00	
12. ADDITIONAL AMOUNT AWARDED FOR AN EXERCISE PROGRAM TO BE PROVIDED FROM FUNDS RETAINED BY THE STATE: <i>BLOCK 12A TO BE COMPLETED ONLY IF AN AMOUNT IS SHOWN IN BLOCK 12</i>			
12A. SUBRECIPIENTS WITH AN AMOUNT IN BLOCK 12 MUST CHECK ONE BOX <input type="checkbox"/> SUBRECIPIENT ACCEPTS EXERCISE AMOUNT SHOWN IN BLOCK 12, ALL SPECIAL CONDITIONS, AND THE GRANT AMOUNT SHOWN IN BLOCK 11. <input type="checkbox"/> SUBRECIPIENT DECLINES EXERCISE AMOUNT SHOWN IN BLOCK 12 AND DOES NOT ACCEPT SPECIAL CONDITION NUMBER 10. SUBRECIPIENT ACCEPTS ALL OTHER SPECIAL CONDITIONS AND THE GRANT AMOUNT SHOWN IN BLOCK 11.			
13. STATUTORY AUTHORITY FOR GRANT THIS PROJECT IS SUPPORTED UNDER PUBLIC LAW 108-90, THE DEPARTMENT OF HOMELAND SECURITY APPROPRIATIONS ACT, 2004.			
13. METHOD OF PAYMENT REIMBURSEMENT: SEE DETAILS IN TEXAS 2004 STATE HOMELAND SECURITY PROGRAM GRANT INSTRUCTIONS			
AGENCY APPROVAL		SUBRECIPIENT ACCEPTANCE	
16. SIGNATURE OF APPROVING TEE OFFICIAL  Arturo Alonzo Deputy Director/CFO Texas Engineering Extension Service		17. TYPED NAME AND TITLE OF AUTHORIZED SUBRECIPIENT OFFICIAL	
AGENCY USE ONLY		18. SIGNATURE OF AUTHORIZED SUBRECIPIENT OFFICIAL	18A. DATE

**TEXAS ENGINEERING EXTENSION
SERVICE**
**STATE HOMELAND SECURITY
GRANT PROGRAM**
**NOTICE OF
SUBRECIPIENT AWARD**
City of Sugar Land

AWARD NUMBER 2004 SHSP - 70808 AWARD DATE June 4, 2004

SPECIAL CONDITIONS

- 1) The *Notice of Subrecipient Award* is only an offer until the subrecipient returns the signed copy of the Notification of Subrecipient Award in accordance with the date provided in the transmittal letter.
- 2) The subrecipient agrees to use funds in accordance with the instructions in the Texas 2004 SHSP Grant Instructions.
- 3) The subrecipient agrees to comply with the applicable financial and administrative requirements set forth in the current edition of Office of Justice Programs (OJP) Financial Guide.
- 4) The subrecipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, as further described in the current edition of the OJP Financial Guide, Chapter 19.
- 5) Subrecipient agrees to make no request for reimbursement prior to return of this agreement approved by the subrecipient and signed by the authorized subrecipient representative.
- 6) Subrecipient agrees to make no request for reimbursement for goods or services procured by subrecipient prior to the performance period start date of this agreement.
- 7) Subrecipient agrees to comply with the instructions in the Texas 2004 SHSP Grant Instructions regarding base grant awards if an amount is indicated in block 9
- 8) Subrecipient agrees to comply with the instructions in the Texas 2004 SHSP Grant Instructions regarding regional awards if an amount is indicated in block 10.
- 9) Subrecipient agrees to comply with any special conditions and projects listed in this *Notice of Subrecipient Award* for regional projects.
- 10) Subrecipient acknowledges and agrees that if an amount is listed in block 12 for exercises that the amount will be held by TEEX as the State Administrative Agency, on behalf of the jurisdiction, and will be used to provide the exercise program under the Texas WMD Terrorism Exercise Program.
- 11) The subrecipient affirms that federal funds will be used to supplement existing funds, and will not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

**TEXAS ENGINEERING EXTENSION
SERVICE**

**STATE HOMELAND SECURITY
GRANT PROGRAM**

**NOTICE OF
SUBRECIPIENT AWARD
For
City of Sugar Land**

AWARD NUMBER 2004 SHSP - 70808 AWARD DATE June 4, 2004-

SPECIAL CONDITIONS FOR REGIONAL PORTION OF AWARD

Projects and Conditions for the Regional Portion of the Award. NONE.

End of Notice of Subrecipient Award